



## The New KHRIS Paystub

All employees can view and print their current and past pay statements online through the Kentucky Human Resource Information System (KHRIS) using the Employee Self Service Center. Pay checks will continue to be distributed on the 15<sup>th</sup> and the 30<sup>th</sup> of each month, and employees will continue to receive either a paper check or direct deposit stub as they have with the current payroll system. Anyone wishing to begin direct deposit may do so using Employee Self Service (ESS). The first pay statement available through ESS will be April 15. The following is an example.

1	NAME: JANE DOE	CHECK/EFT NO: 11804787	Emp ID: DD7899	Annual	Earned .00	Used .00	Balance .00
	PERIOD ENDING: 03/31/2010	PAY DATE: 04/15/2010	Sick .00	Comp 4	.00	.00	.00
2	EARNINGS	Current	YTD	DEDUCTIONS	Current	YTD	
	Compensation	1564.70	8338.93	Retirement	28.17	128.25	
	Block Compensation	.00	50.00	Deferred Comp 401K	22.00	22.00	
	Awards	.00	1000.00	Deferred Comp 457	40.00	40.00	
				Retirement Purchases	.00	1.00	
				Credit Union	.00	5.00	
				Optional Insurances	.00	169.00	
				Dues	.00	10.00	
3	GROSS PAY	1564.70	9388.93				
	STATUTORY DEDUCTIONS						
	Fica	110.68	675.51	6			
	Federal Tax	153.35	1062.21				
	State Tax	66.75	424.21				
	Local Tax	15.65	93.39				
	EMPLOYER CONTRIBUTIONS						
	Health	240.40	1202.00	7			
	Life	.00	3.72				
	Retirement	28.17	128.25				
	NET PAY	969.40					8

1 Provides first/last name, employee ID, pay period covered and date the check was issued

2 Sources of money being paid for this pay period

3 Gross pay for this pay period as well as year-to-date (YTD) total

4 Current balances for annual, sick and compensatory time

5 Details employee-specific deductions that are in effect for the employee

6 Shows deductions mandated by statute such as federal, state, and local taxes

7 Employer contributions to the employee's benefit package, including insurance and retirement

8 Employee's net pay for the current pay period

For questions about your paystub, please see your human resource office.

To see more detail, including a breakdown of hours, view your pay statement on Employee Self-Service (ESS)

**Go green! Choose to only receive your paystub electronically through the KHRIS Employee Self Service Center (ESS)**